

Overview

(Last Reviewed 11th Nov 2023)

You can currently:

- View and change the list of members registered for your group.
 - Both Malvern U3A and Other U3A members
 - Copy a list of emails of your members
 - Generate an attendance register spreadsheet including those names
 - Generate a 'contact' register including phone number, email, emergency contact
- Access General Group Leader documents
- Update your group web page
- Update your group directory entry
- Update the core information - name, venue, time of meeting etc
- Update the leaders and contacts including various list/display preferences

For general guidelines on starting and running groups, please see documents under the 'policies and guidelines' help section.